IMAC IT Subcommittee - Minutes

Thursday, November 10, 2005

Attendees: , Maureen Bestland, Jacquie Coutant, Alok, Dalal, Janet Even, Theresa Fosbinder, Liz Green, Melissa Henderson, Dave Hippler, Jim Jones, Seth Mandel, Bob Martin, Divya Nidhi, Luann Page, Kevin Raines, Manny Raynal, Evie Ryan, Laurie Teubert, Jayne Wanless, Mike Weineke, Russell Yancey, Eduardo Zarate.   ***On the phone:*** Jeanne Brandl, Sheila Drays, Bill Blank, Pat Vining

1. Performed introductions.   Still waiting to review minutes from last 6+ months.

2. Evie reviewed CARES moves scheduled for the rolling 12 months, some discussion but no issues or concerns.   Obviously, dates further out are subject to change.   Evie sent out updated document to all participants.

3. Jim highlighted the CARES WorkerWeb status with project #1 almost completed.   All remaining SE counties will be mandatory transitioned effective 11/21 except Milwaukee who is scheduled for 12/5/05.   Update users from around the state will then be completed.   Read-only users will be transitioned in spring '06.   Details still TBD.

4. Bob confirmed that there is little/no need for all of the detailed documents created as part of the DDB Case Processing workflow. The approval/denial letter is <u>usually</u> sufficient information but occasionally (1-2% of the time) workers may need to see additional case detail.   There is definitely a need to automate (create an alert or ????) the renewal date.   Bob to work with DDB on "paperless DDB" processing and will bring detailed design issues back to the group.

5. Bob also provided an update on the ECF project with the focus being on the state-wide roll-out scheduled for CY '06.   Announced Gary Runk/Dave Hippler to lead the effort and that they were going to be contacting counties who'd expressed an interest in November '05 – February '06 in the next few days.   Bob also pointed out that Dane and LaCrosse are basically completed with the backfile conversion and Price was about 60% done.

6. Detailed design discussion was held (about 1.5 hours) with Janet Even and Seth Mandel related to ACCESS 3.1, Apply for Services and related CWW Project 2.0, Processing Mail-in applications and ACCESS generated applications for service.   A lot of good discussion with great input to the design team to use in finalizing requirements. See updated project documents for details.

7. "Walk on agenda items" included a discussion about the 50/56 office changes for Milwaukee County (primarily process related issues) slated for January 3rd.

Please contact Bob Martin (martiro@dhfs.state.wi.us) via e-mail if you have any changes/corrections to these minutes or suggestions for next month's agenda.

Next Meeting*:* December 8, 2005

Suggested Agenda Items (besides the standard items): CWW Process Flow and Prenatal care for non-qualifying women